

BOARD OF MADISON COUNTY COMMISSIONERS
March 21, 2016, Meeting Minutes

On Monday, March 21, 2016, a meeting of the Board of Madison County Commissioners came to order at 9:50 a.m. in the Commissioners' Conference Room of the Administrative Office Building in Virginia City, Montana, with Commissioners David Schulz, Chairman, Jim Hart, and Ron Nye present. Laurie Buyan, Commissioners' Assistant, was present to take minutes.

Those people in attendance at the meeting were David Kack, Tom Shaffer, Carolyn Henry, Kathleen Mumme, Jeremy Carpenter, Stephanie Kruer, Vicki Tilstra, Jani Flinn, Darcel Cook, Melissa Brummell, and Roger Thompson.

Dan Allhands and Ellis Thompson, District One Commissioner Candidates, and Abby Dennis, Madisonian Reporter, were also present at the meeting.

Approval of Minutes: Ron Nye moved to approve the March 14, 2016, meeting minutes as presented. Jim Hart seconded the motion. All voted aye and the motion carried.

Claims: The Board approved claims.

Airports: The Board discussed the following Airport related topics:

- **MDT Grant FY17 for Ennis Airport:** Following review and discussion, Jim Hart moved to accept the grant award from the Montana Aeronautics Board for Rehab APR/Taxi, Asphalt/AWOS/Beason at the Ennis Airport in the amount of \$29,377. Ron Nye seconded the motion. All voted aye and the motion carried.

David Kack, Skyline Transportation, met with the Board to discuss the following topics:

- **Skyline Transit Support:** David stated that Skyline ridership is up this year by 6.4 percent compared to last year and it is expected that it will provide over 180,000 rides in one year for the first time in its history. He stated they are currently making 10 round trips per day and could easily be doing fourteen. He further stated that he hopes to increase the budget and will contact the Resort Tax District, major employers, and both counties for increased donations. He discussed current routes and routes he hopes to add and growth in Big Sky which is making increased transportation necessary. He also stated he is looking at adding an additional bus in a couple of years. David stated that he will be coming back with an official budget request at a later time noting that he will increase the requested amount from each entity.
- **Community Transportation:** There was also discussion regarding a proposal to have a bus going from Bozeman to Ennis and on to Virginia City and back once or twice a week. David Schulz noted that this would need to be re-visited at some point.

Internal Safety Inspections: Carolyn Henry, Safety Coordinator, met with the Board to discuss internal safety inspections that are required by the Montana Department of Labor and Industry. Tom Shaffer, Maintenance, was present for this portion of the meeting. Carolyn provided the Board with a copy of portions of the Montana Safety Culture Act and reviewed the Requirements and Recommendations of the Act, noting which items are currently in place in Madison County and which items she is working on. She also distributed and reviewed Montana Code Annotated Title 50 related to Health and Safety. Carolyn noted that Labor and Industry is now requiring an internal inspection of each work place every year. Carolyn will conduct the inspections with the help of Payne West Insurance, MACo, and one Commissioner. She also noted that she has asked the Safety Committee to participate in inspections if any of them are available. Further discussion included the length of time that it will take to conduct each inspection. Carolyn stated that times for each inspection will vary depending on the nature of the department.

Kathleen Mumme, Clerk and Recorder, met with the Board to discuss the following topics:

- **Determination of Local Primary:** Kathleen presented the Board with a letter listing the candidates that have filed for office in Madison County, noting that three have filed for the position of District 1 County Commissioner and that according to MCA 13-14-115 a non-partisan primary does not need to be held for this many candidates but that the governing body could require a primary election for that office if it passes a resolution within 10 days of the close of filing. Kathleen stated that in her opinion a primary should be held. Dan Allhands and Ellis Thompson, Commissioner Candidates, both spoke in favor of holding a primary for the position. David Schulz, Incumbent for the position, spoke against holding a primary, due to the cost to both the County and the candidates. After discussion, Ron Nye moved to conduct a primary election for the position of District 1 County Commissioner. Jim Hart seconded the motion. Jim Hart and Ron Nye voted aye. David Schulz abstained from voting. The motion carried on a majority vote. Later in the meeting after a resolution was prepared, Jim Hart moved to adopt Resolution 16-2016, a resolution requiring that a primary election be conducted for the office of County Commissioner. Ron Nye seconded the motion. Jim Hart and Ron Nye voted aye. David Schulz abstained from voting. The motion carried on a majority vote.
- **Hiring Process for Clerk Opening:** Kathleen discussed the vacant position in her office, stating that she is ready to hire and would like to advertise in-house first. She will use the job description that is on the new format and would like to have Lisa Brubaker, Human Resource Specialist, involved in the hiring process. The Board concurred with Kathleen's plan of action. Further discussion included using a landscaping student from the MSU College of Agriculture to help with landscaping around the Administrative Office Building and using a social media page for voter information.

Public Discussion: Jeremy Carpenter, Deputy State Director for Congressman Ryan Zinke, met with the Board to discuss items of interest. Jeremy presented a copy of a letter, dated February 26, 2015, that was sent to Eric Holder, Department of Justice, and Sally Jewell, Department of Interior, regarding the Blackfeet Water Compact. Jeremy noted that the State has passed it and it now has to be ratified. He stated that there is a long way to go on this process and that he will keep the board updated on the progress of this issue. The instrument approach issue at the Twin Bridges Airport was also discussed.

- **Ruby Reservoir Land Acquisition and Lake Access:** Jeremy and the Board discussed the access issue at the Ruby Reservoir and the need to get an appraisal if the property is going to be acquired.

Gas Tax Maps: This topic was continued to Thursday, March 24, 2016, at 9:00 a.m.

Cell Phone Policy: The Board reviewed and discussed the proposed cell phone policy. Laurie stated that she had made some changes to the document after a discussion with Lisa Brubaker, Human Resource Specialist, and some additional changes after that. Darcel Cook agreed with the proposed changes. The Board requested that Lisa review the additional changes to the policy before approval and that it be put back on the Commissioners' agenda in two weeks.

Bridge Grant Funding Source Spreadsheets (Moore's Creek and Blaine Springs): Vicki Tilstra, Finance Officer, and Jani Flinn, Grants, met with the Board to discuss grant spreadsheets. Dustin Tetrault, Director of Emergency Management, participated in the meeting via telephone. Vicki presented and reviewed a spreadsheet for the Moore's Creek Flood Mitigation Project, stating that there will be another funding source for the project and that Dustin will add that funding source to the spreadsheet. Upcoming projects were discussed, including the Blaine and Varney Bridge replacements, Laurin and Giem Bridge replacements, and a possible infrastructure grant for the Twin Bridges Fairgrounds. Jim Hart asked who is tracking the Mine Reclamation projects. It was determined that Great West Engineering does the reimbursements for the TSEP projects and that Future West does the tracking and reimbursements for Mine Reclamation. Dustin will continue to track FEMA projects. Jani will also keep track of all projects. David Schulz asked that another column be added on the existing spreadsheet to include soft matches.

Darcel Cook, Madison Valley Manor Administrator, met with the Board to discuss the following topics:

- **CDBG Pay Request:** Darcel presented the board with a CDBG pay request for the Madison Valley Manor renovation project stating that there would be only one more pay request after this one for the remaining amount of \$9000. Following review, Jim Hart moved to approve the Community Development Block Grant Program Request for Funds, drawdown number 4, for Madison Valley Manor Project #MT-CDBG-14PF-03, in the amount of \$130,178. Ron Nye seconded the motion. All voted aye and the motion carried.
- **Office Furniture, parking lot, etc.:** Darcel presented the Board with pictures of items she would like to purchase for the facility. After review, Jim Hart moved to approve the purchase of fans, lockers, standing desks, file cabinets and office furniture as requested. Ron Nye seconded the motion. All voted aye and the motion carried. Darcel discussed upgrades to the Manor parking lot including curbs and lighting. Jim Hart moved to encourage Darcel to work with Great West Engineering for sidewalk and parking lot plans. Ron Nye seconded the motion. All voted aye and the motion carried. Darcel stated that they currently have two 20 foot storage containers leased and that she is considering purchasing one and having the other removed. David Schulz stated that Madison County owns a 40 foot container that is currently in Alder. He will check on the status of it to see if it might become available for the Manor. Darcel also discussed the possibility of submitting another planning grant for upgrades to the kitchen in the Manor.

Melissa Brummell, Public Health Nurse, met with the Board to discuss the following topics:

- **Concurrence Letter for PHEP Grant:** Melissa presented the Board with a proposed letter regarding deliverables for the 2016-2017 Public Health Emergency Preparedness grant. Following discussion, Ron Nye moved to approve the letter, dated March 21, 2016, to Kevin O'Loughlin, Preparedness Director, Montana Department of Health and Human Services, stating that Madison County does concur with the funding allocation formula and deliverable activities proposed for the Public Health Emergency Preparedness grant that will begin July 1, 2016, and end June 30, 2017. Jim Hart seconded the motion. All voted aye and the motion carried.
- **Public Health Update:** Melissa updated the Board on Public Health topics including school services, grants, communicable diseases, upcoming projects, and a quality improvement award that will be presented at the IAP Conference to Madison County for achieving an 80% coverage rate on 24-35 month olds.

Security Window Quote: Roger Thompson, Sheriff, met with the Board to discuss an updated quote for adding ballistic protection to windows in the Sheriff's Department and certain windows in the Administrative Office Building. Following review of the proposal and discussion, Ron Nye moved to approve Option #2 for windows in the Sheriff's Department, in the amount of \$16,806, and Option #2 for windows in the Administrative Office Building, in the amount of \$5,065, from Beaverhead Glass in Dillon, Montana. Jim Hart seconded the motion. All voted aye and the motion carried.

Southwest Montana Drug Task Force Advisory Board Letter of Support: Following discussion, Ron Nye moved to approve a Letter of Support for the Southwest Montana Drug Task Force using the Byrne Formula Grant Program Funds. Jim Hart seconded the motion. All voted aye and the motion carried.

Wispwest Lease Agreement: Following review, Jim Hart moved to approve the Lease Agreement between Slane WW doing business as WISPWest and the Madison County Board of Commissioners, whereby Slane WW transfers rights and delegates all duties under a lease agreement, dated December 11, 2012, to Gallatin Wireless Internet, LLC. for use of space Madison County's repeater tower in exchange for four free internet connections. Ron Nye seconded the motion. All voted aye and the motion carried.

Great West Task Order #3 – FLAP Application Cliff and Wade Lakes: The Board contacted Craig Erickson of Great West Engineering by telephone to discuss the FLAP application process for Cliff and Wade Lakes road improvements. Craig stated that the application is in the works and would hopefully be ready for Commissioner review by Friday. He is in the process of soliciting support letters from the Fire Department, Forest Service, businesses, and local residents. The application will be on the next regular Commission meeting agenda for final approval. Following discussion, Jim Hart moved to approve Great West Task Order #3 to prepare a Forest Lands Access Program Grant Application requesting funding for

surface preservation of the Cliff and Wade Lakes Roads, for an amount not to exceed \$4500. Ron Nye seconded the motion. All voted aye and the motion carried.

Fair Board Hiring Recommendation: Following discussion, Ron Nye moved to approve the recommendation of the Fair Board to rehire Jimilea Grose as the Fair Secretary with a start date of April 1, 2016. Jim Hart seconded the motion. All voted aye and the motion carried. There was also discussion about rotating the locations of Fair Board meetings.

Calendars: The Board reviewed calendars.

With no further business, the meeting was adjourned at 4:30 p.m.

Next meeting: The next regular Commission meeting will be held on Monday, March 28, 2016, beginning at 9:30 a.m. in the Commissioners' Conference Room of the Administrative Office Building in Virginia City, Montana.

David Schulz, Chairman
Board of Madison County Commissioners

Date Approved: March 28, 2016

Minutes prepared by:

Laurie Buyan, Commissioners' Assistant

Attest: _____
Kathleen Mumme, Clerk and Recorder, Madison County